

**DEPARTMENT OF SOCIAL SERVICES**

744 P STREET, SACRAMENTO, CALIFORNIA 95814



November 18, 1998

## ALL-COUNTY INFORMATION NOTICE NO. I-68-98

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY CHILD CARE COORDINATORS

SUBJECT: CHILD CARE DEVELOPMENT FUND ANNUAL SUMMARY REPORT  
(CW 116)

During the July through December 1997 period, counties received as part of their child care allocation, federal funds from the Child Care Development Block Grant (CCDBG). Federal reporting requirements for the CCDBG (now known as the Child Care Development Fund (CCDF)) require specific data be reported to the Administration for Children and Families no later than December 31, 1998. This letter transmits a revised form and instructions for the Child Care Annual Summary report (CW 116). This revised CW 116 replaces the ACF 116 that was used for the April through September 1997 reporting period.

The data we are requesting is **only** for the reporting period October 1, 1997 through December 30, 1997. During the federal fiscal year which started October 1, 1997, the use of CCDF funds for child care were limited to this three-month period. The data reported on the CCW 116 does not need to reflect families whose child care needs were met through the income disregard, so these families should not be included.

Because we are asking counties for such a rapid response to this notice, we have limited our request to only the data necessary to meet federal requirements for the unique period that CCDF funds were expended. Staff from the Child Care Programs Bureau will be contacting Child Care Coordinators in county welfare departments to explain the necessity for this information and to provide any required assistance. In order to meet the federal reporting deadline of

December 31, 1998, this report is to be faxed to the Data Operations Branch of the Department of Social Services at (916) 445-6743, Attention: Mary Clark, no later than December 18, 1998.

If you have any questions regarding this report, please contact Mary Clark of the Data Operations Branch at (916) 445-6828 or CALNET 485-6828. If you have questions regarding the Child Care Program, please contact your county's Child Care Program analyst at (916) 657-2144 or CALNET 437-2144.

If you would like to receive the attachment, please call Laura at 657-2144.

Sincerely,

***Original Document Signed By  
Jo Weber on 11/18/98***

JO WEBER, Chief  
Work Services Branch

Enclosures:

c: CWDA  
CSAC